

**BOARD OF SUPERVISORS**

*Brown County*



305 E. WALNUT STREET  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600

E-Mail [BrownCountyCountyBoard@co.brown.wi.us](mailto:BrownCountyCountyBoard@co.brown.wi.us)

PHONE (920) 448-4015 FAX (920) 448-6221

**"PUBLIC NOTICE OF MEETING"**

**Pursuant to Section 19.84 Wis. Stat., notice is hereby given to  
the public that the following meetings will be held**

**THE WEEK OF OCTOBER 25 – 29, 2010**

**MONDAY, OCTOBER 25, 2010**

- |             |                                                                                            |                                          |
|-------------|--------------------------------------------------------------------------------------------|------------------------------------------|
| * 5:00 p.m. | Land Conservation SubCommittee<br><b>**Budget &amp; Regular Meeting**</b>                  | Rm 161, UW Extension<br>1150 Bellevue St |
| * 5:30 p.m. | Planning, Development & Transportation Committee<br><b>**Budget &amp; Regular Meeting*</b> | Rm 161, UW Extension<br>1150 Bellevue St |

**TUESDAY, OCTOBER 26, 2010**

- |             |                                                                             |                                                            |
|-------------|-----------------------------------------------------------------------------|------------------------------------------------------------|
| * 3:30 p.m. | Criminal Justice Coordinating Board                                         | Truttman Room<br>Law Enforcement Center<br>300 E Walnut St |
| * 5:30 p.m. | Education & Recreation Committee<br><b>**Budget &amp; Regular Meeting**</b> | Rm 200, Northern Building<br>305 E Walnut St               |

**WEDNESDAY, OCTOBER 27, 2010**

- |             |                                                                     |                           |
|-------------|---------------------------------------------------------------------|---------------------------|
| * 5:30 p.m. | Human Services Committee<br><b>**Budget &amp; Regular Meeting**</b> | Aspiro<br>1673 Dousman St |
|-------------|---------------------------------------------------------------------|---------------------------|

**THURSDAY, OCTOBER 28, 2010**

- |             |                                                                                              |                                              |
|-------------|----------------------------------------------------------------------------------------------|----------------------------------------------|
| * 5:30 p.m. | Administration Committee<br><b>**Budget &amp; Regular Meeting**</b>                          | Rm 200, Northern Building<br>305 E Walnut St |
| * 3:00 p.m. | Planning Commission Board of Directors<br>Chapter 21 Subdivisions Ordinance Revision SubCmte | Rm 200, Northern Building<br>305 E Walnut St |

**FRIDAY, OCTOBER 29, 2010**

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

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**LAND CONSERVATION SUBCOMMITTEE**

Norb Dantinne, Jr., Chair  
Dave Kaster, Vice Chair  
Bernie Erickson, Mike Fleck, Dan Haefs  
Norbert Vande Hei (FSA)

**LAND CONSERVATION SUBCOMMITTEE**

**Monday, October 25, 2010**

**5:00 p.m.**

**(PD&T Cmte to follow @ approx 5:30p.m.)**

**Room 161 Ag & Extension Center**

**1150 Bellevue Street**

**\*\*Please Bring Budget Book\*\*  
(Combined regular & budget meeting)**

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Approve/modify minutes of Land Conversation Subcommittee of September 27, 2010.

**Non-Budget Items**  
**Communications**

1. Land and Water Conservation Department Monthly Budget Update, September 2010.

**BUDGET REVIEW**  
**REVIEW OF 2011 DEPARTMENT BUDGET**

2. Land Conservation – Review of 2011 department budget.
  - a. Resolution Approving New or Deleted Positions during the 2011 Budget Process (Land and Water Conservation Department).
3. Such other matters as authorized by law.

Norb Dantinne, Jr., Chair

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### PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair  
Mike Fleck, Vice Chair  
Norbert Dantine, Dan Haefs, Dave Kaster

### **PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

**Monday, October 25, 2010**

**Following Land Conservation Mtg; Approx 5:30pm  
Room 161, Ag & Ext Center, 1150 Bellevue Street**

### **\*\* PLEASE BRING BUDGET BOOK \*\* (Combined budget & regular meeting)**

- I. Call meeting to order.
  - II. Approve/modify agenda.
  - III. Approve/modify minutes of regular meeting of September 27, 2010.
1. Review minutes of:
    - a) Planning Commission Board of Directors (August 4, 2010 & September 1, 2010).
    - b) Planning Commission Board of Directors Chapter 21 Subdivisions Ordinance Revision Subcommittee (July 19, 2010).
    - c) Transportation Coordinating Committee (September 13, 2010).

### **BUDGET REVIEW**

#### **REVIEW OF 2011 DEPARTMENT BUDGETS:**

2. **Airport** - Review of 2011 department budget.
3. **Register of Deeds** - Review of 2011 department budget.
4. **Highway** - Review of 2011 department budget.
  - a. Resolution re: Approving New or Deleted Positions during the 2011 Budget Process (Highway Department).
5. **Planning & Land Services** - Review of 2011 department budgets.
  - a. **Planning Commission**
  - b. **Property Listing**
  - c. **Zoning**
6. **Port/Solid Waste** - Review of 2011 department budget.
  - a. Resolution re: Approving New or Deleted Positions during the 2011 Budget Process (Port and Solid Waste Department).
7. **UW-Extension** - Review of 2011 department budget.
  - a. Resolution re: Approving New or Deleted Positions during the 2011 Budget Process (UW Extension).

## **Non-Budget Items**

### **Communications**

8. Communication from Supervisor Kaster re: Review the policy regarding road construction, road maintenance, chip sealing, snowplowing, and the cutting of grass along county trunks and explore the contracting of such services. *Referred back from September PD&T.*
9. Communication from Supervisor Kaster re: Explore with possible action on a low cost maintenance program for roads – such as chip sealing. *Referred from October Co Board.*
10. Communication from Supervisor Kaster re: Explore with possible action on bidding out road construction, reconstruction, resurfacing, chip sealing, etc. *Referred from October Co Board.*
11. Communication from Supervisor Theisen: That the Brown County Board adopt a resolution to the U.S. Senate and House of Representatives objecting to a Federal regulation which will require wasting over \$1.7 million building the Renard Island Causeway and to recommend putting the project on hold until the issue is resolved. *Referred from October Co Board.*

### **Planning and Land Services**

#### **Land Information** - No agenda items.

12. **Planning Commission** - Budget Status Financial Report for September, 2010.
13. **Property Listing** - Budget Status Financial Report for September, 2010.
14. **Zoning** - Budget Status Financial Report for September, 2010.
15. **Register of Deeds** - Budget Status Financial Report for September, 2010.
16. **UW-Extension** - Budget Status Financial Report for September, 2010.

### **Airport**

17. Budget Status Financial Report for September, 2010.
18. Director's Report.

### **Port/Solid Waste**

19. Port Area Budget Status Financial Report for September, 2010.
20. Solid Waste Budget Status Financial Report for September, 2010.
21. Cat Islands Restoration Update.
22. Renard Island Closure Update.
23. Director's Report.

### **Highway**

24. September Budget to Actual (attached).
25. Final Design and Measurements of Highway GV with possible action: (B) If the county can reach an agreement to purchase the home of Victor Hoffman (not the property) at the cost to Brown County only. *Referred back to PD&T Cmte as per the County Board on 10/20/2010.*

### **Other**

26. Audit of bills.
27. Discussion of meeting dates for November & December 2010. (Scheduled meeting dates: November 22 (4<sup>th</sup> Monday) or November 29 (5<sup>th</sup> Monday), 2010 & December 27, 2010.)
28. Such other matters as authorized by law.

Bernie Erickson, Chair

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Judge Kendall Kelley  
Captain John Jadin

### **CRIMINAL JUSTICE COORDINATING BOARD**

**Tuesday, October 26, 2010**

**3:30 p.m.**

**Truttman Room, Law Enforcement Center**

**300 E. Walnut Street**

1. Call Meeting to Order.
2. Approve/Modify Agenda.
3. Approve/Modify Minutes of September 28, 2010.
4. Board Planning and Membership.
5. Such other matters as authorized by law.
6. Adjourn

Judge Kendall Kelley, Chair

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## EDUCATION & RECREATION COMMITTEE

Jesse Brunette, Chair

Tim Carpenter, Vice Chair

Bill Clancy, John Vander Leest, Vicky Van Vonderen

## EDUCATION & RECREATION COMMITTEE

Tuesday, October 26, 2010

5:30 p.m.

Room 200, Northern Building  
305 E. Walnut Street

**\*\*PLEASE BRING BUDGET BOOK\*\***  
**(Combined Regular & Budget Meeting)**

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Approve/modify minutes of October 7, 2010.

1. Review minutes of:
  - a) Library Board (August 19, 2010).

## BUDGET REVIEW

### REVIEW OF 2011 DEPARTMENT BUDGET

2. NEW Zoo: Review of 2011 department budget.
  - a. Resolution re: Approving New or Deleted Positions during the 2011 Budget Process (NEW Zoo).
3. Museum – Review of 2011 department budget.
  - a. Resolution re: Approving New or Deleted Positions during the 2011 Budget Process (Museum).
4. Parks: Review of 2011 department budget.
5. Golf Course: Review of 2011 department budget.
6. Library: Review of 2011 department budget.

## NON-BUDGET ITEMS

### NEW Zoo

7. Budget Adjustment Request (#10-121): Increase in expenses with offsetting increase in revenue.
8. Budget Adjustment Request (#10-122): Increase in expenses with offsetting increase in revenue (unexpected year to date activity).

9. Budget Adjustment Request (#10-123): Increase in expenses with offsetting increase in revenue (sponsorship towards special event expense).
10. Budget Adjustment Request (#10-124): Increase in expenses with offsetting increase in revenue (purchase of pizza oven and special event supplies).
11. Budget Adjustment Request (#10-125): Increase in expenses with offsetting increase in revenue (maintaining tortoise exhibit).
12. Director's Report.

#### **Museum**

13. Budget Status Financial Report for September, 2010.
14. Attendance and Admission for September, 2010.
15. Museum Report.

#### **Parks**

16. Budget Status Financial Report for September, 2010.
17. Approve rate increase for cross-country seasonal family pass from \$50-\$70.
18. Budget Adjustment Request (#10-126): Increase in expenses with offsetting increase in revenue.
19. Discussion with Possible Action re: Possible Acquisitions of Seaker Brother's Property at Brown County Fairgrounds.
20. Director's Report.

#### **Golf Course**

21. Budget Status Financial Report for September, 2010.
22. Discussion and Recommendation Concerning Agreement with First Tee Organization for Three-Hole Golf Course and Practice Facility.
23. Discussion with Possible Action re: Trout Creek Agreement with the Oneida Tribe.
24. Discussion with Possible Action re: Cancellation Fees.
25. Superintendent's report.

#### **Library**

26. Budget Status Financial Report for September, 2010.
27. Director's Report.

#### **Arena/Expo Centre** – No agenda items.

#### **Other**

28. Audit of bills.
29. Such other matters as authorized by law.

Jesse Brunette, Chair

#### **Attachments**

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### HUMAN SERVICES COMMITTEE

Patrick Evans, Chair  
Carole Andrews, Vice Chair  
Steve Fewell, Pat Moynihan Jr., Pat La Violette,  
Pat Wetzel, Jesse Brunette

### HUMAN SERVICES COMMITTEE

Wednesday, October 27, 2010

5:30 p.m.

ASPIRO, 1673 Dousman Street

***\*\*Please Bring Budget Book\*\****

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of September 22, 2010.

### Non-Budget Items

1. Review Minutes of:
  - a. Aging & Disability Resource Center (September 23, 2010).
  - b. Children with Disabilities Education Board (September 15, 2010).

### Comments from the Public – Non-Budgetary Items

### Report from Human Services Chair, Patrick Evans

### Communications

2. Communication from Supervisor Evans re: To address concerns with the Brown County Sheriff's Department and local Law Enforcement Agencies on the EM-1 placement of patients as it relates to the Crisis Center and the Community Treatment Center. Additionally to develop a county-wide plan for all Law Enforcement Agencies to abide by with accordance to enhanced safety and efficiency procedures. *Motion to hold till October meeting.*

### Aging & Disability Resource Center

3. Revenue and Expense Report for August, 2010 and September, 2010.
4. Resolution re: Supporting the Amendment to Change the Board Composition of the Aging and Disability Resource Center of Brown County to meet State Requirements for Joint Aging Unit and Aging and Disability Resource Center Boards.

### Human Services Dept.

5. Executive Director's Report.
6. Budget Adjustment Request (#10-109): Increase in expenses with offsetting increase in revenue.
7. Budget Adjustment Request (#10-110): Increase in expenses with offsetting increase in revenue.
8. Budget Adjustment Request (#10-111): Increase in expenses with offsetting increase in revenue.



**\*\*BUDGET REVIEW\*\***

**REVIEW OF 2011 DEPARTMENT BUDGETS**

**Comments from the Public – Budget Items**

**Aging & Disability Resource Center**

9. Review of 2011 Department Budget.
  - a. Resolution re: Approving New or Deleted Positions during the 2011 Budget Process (Aging & Disability Resource Center).

**Health Department**

10. Review of 2011 Department Budget.
  - a. Resolution re: Approving New or Deleted Positions during the 2011 Budget Process (Health Department).

**Human Services Department**

11. Review of 2011 department budget.
  - a. Resolution re: Approving New or Deleted Positions during the 2011 Budget Process (Human Services Department).

**Syble Hopp School**

12. Review of 2011 Department Budget.

**Veterans' Services**

13. Review of 2011 Department Budget.
  - a. Resolution re: Approving New or Deleted Positions during the 2011 Budget Process (Veterans' Services).

**Other**

14. Audit of bills.

Patrick Evans, Chair

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## **ADMINISTRATION COMMITTEE**

Tom Lund, Chair  
Jack Krueger, Vice Chair  
Kris Schuller, Tony Theisen, Mark Tumpach

### **ADMINISTRATION COMMITTEE**

Thursday, October 28, 2010

5:30 p.m.

Room 200, Northern Building  
305 E. Walnut Street

**\*\*Please Bring Budget Book\*\***  
**(Combined Regular & Budget Meeting)**

- I. Call to order.
  - II. Approve/modify agenda.
  - III. Approve/modify minutes of September 23, 2010.
1. Review Minutes of:
    - a. Housing Authority (September 20, 2010).

## **BUDGET REVIEW**

### **REVIEW OF 2011 DEPARTMENT BUDGET**

2. **Child Support** – Review of 2011 department budget.
3. **Corporation Counsel** – Review of 2011 department budget.
4. **County Clerk** - Review of 2011 department budget.
5. **Dept. of Administration** - Review of 2011 department budget.
  - a. Resolution re: Approving New or Deleted Positions during the 2011 Budget Process (Administration).
6. **Facility Management** – Review of 2011 department budget.
  - a. Resolution re: Approving New or Deleted Positions during the 2011 Budget Process (Facility and Park Management).
7. **Human Resources** - Review of 2011 department budget.
  - a. Resolution re: Approving New or Deleted Positions during the 2011 Budget Process (Human Resources).
8. **Information Services** – Review of 2011 department budget.
9. **Treasurer** - Review of 2011 department budget.

### **Year 2011 Non-divisional Budgets Review**

10. Debt Service Fund.
11. Capital Projects.
12. Taxes, Special Revenues, Certain Internal Service & Fiduciary Funds.

## **Non-Budget Items**

### **Communications**

13. Communication from Supervisor Krueger re: Is it necessary to use outside attorneys to negotiate labor contracts for Brown County?
14. Communication from Supervisor Scray re: RFP for our mail service for competitive bids. *Referred from October County Board.*
15. Communication from Supervisor Scray re: Re-introduce voluntary furlough program for all employees. *Referred from October County Board.*
16. Communication from Supervisor Scray re: Increase time positions are held open once vacated to 6 months. *Referred from October County Board.*
17. **Child Support** - Budget Status Financial Report for September, 2010.
18. **County Clerk** - Budget Status Financial Report for August, 2010 and September, 2010.

### **Treasurer**

19. Treasurer's Financial Report for the Month of August, 2010.
20. Budget Status Financial Report for August, 2010 and September, 2010.

### **Human Resources**

21. Budget Status Financial Report for August, 2010 and September, 2010.
22. Human Resources Activity Report for September, 2010.
23. September LEAN Report.
24. Medical and Dental Benefits - Fred Mohr attachment.
25. Resolution re: Administrative Compensation Plan.
26. Director's Report.

### **Dept. of Administration**

27. Budget Status Financial Report for September, 2010.
28. 2010 Budget Adjustment Log.
29. 2010 Grant Application Approval Log.
30. 2010 Vehicle Purchases Monthly Vehicle Costs – September, 2010.
31. Brown County Financial Statement Results – Preliminary (9/30/2010).
32. Director's Report.

**Corporation Counsel** - No agenda items.

**Facility & Park Management** – No agenda items.

**Information Services** - No agenda items.

### **Other**

33. Audit of bills.
34. Discussion of meeting dates for November and December, 2010.  
Scheduled meeting dates: November 25, 2010 (Thanksgiving); December 23, 2010.
35. Such other matters as authorized by law.

Tom Lund, Chair

### **Attachments**

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**AGENDA**  
**BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS**  
**CHAPTER 21 SUBDIVISIONS ORDINANCE REVISION SUBCOMMITTEE**  
**Thursday, October 28, 2010**  
**Northern Building**  
**305 E. Walnut St., Room 200**  
**Green Bay, WI**  
**3:00 p.m.**

**ROLL CALL:**

Bill Bosiacki	_____	Dennis Reim	_____
Graham Callis	_____	Peter Schleinz	_____
David Chrouser	_____	Michael Soletski	_____
Norbert Dantine, Jr.	_____	Michael Vande Hei	_____
Pat Ford	_____	Andrew Vissers	_____
Pat Kaster	_____	Jim Wallen	_____
Chuck Lamine	_____		

1. Approval of the September 30, 2010, Chapter 21 Subdivisions Ordinance Revision Subcommittee meeting minutes.
2. Update regarding Environmentally Sensitive Areas related to Subdivisions Ordinance, Shorelands and Wetlands Ordinance, and NR 115, etc.
3. Review and action regarding Subdivisions Ordinance section 21.34 Land Divisions not Served by Public Sewer.
4. Review and action regarding Subdivisions Ordinance section 21.35 Erosion Prevention Requirements.
5. Review and action regarding Subdivisions Ordinance section 21.36 Fees.
6. Review and action regarding Subdivisions Ordinance sections 21.40 through 21.49 Application Procedures and Approval Process.
7. Other matters.
8. Confirm upcoming meeting scheduled for November 18, 2010, at 3:00 p.m. in Room 200 of the Northern Building.
9. Adjourn.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY HUMAN RESOURCES OFFICE AT 448-4065 BY THE DAY BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

# OCTOBER 2010





SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	Public Safety 5:00p.m.	Ed & Rec 5:30p.m.	6	7
10	Columbus Day Executive Cmte 6:30 p.m.	Vets' Recognition SubCmte 5:15 p.m.	13	14	15	16
17	18	19	Board of Supervisors 6:30pm	Public Safety 5:00 pm (budget & reg)	21	22
24	Land Con 5:00p.m. Plan, Dev & Trans approx 5:30p.m. (budget & reg)	Ed & Rec Cmte 5:30 pm (budget & reg)	Human Svc Cmte 5:300 pm (budget & reg)	Admin Cmte 5:30pm (budget & reg)	28	29
Halloween 	31					

\*\*\* Note: Human Services Committee meeting will be held at Aspiro



# NOVEMBER 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	Executive Cmte 6:30 pm (budget & reg)					
	1	2	3	4	5	6
7	Board of Supervisors Budget Meeting 9a.m.	8	9	Veterans' Day 	11	12
14	15	16	17	18	19	20
21	22	23	24	Thanksgiving 	25	26
28	29	30				

## **BROWN COUNTY COMMITTEE MINUTES**

- Revolving Loan Fund Committee (July 21, 2010)
- Brown County Harbor Commission (September 13, 2010)
- Emergency Medical Services Council (September 15, 2010)
- Brown County Drug Enforcement and Crime Oversight Board of Directors (October 12, 2010)

**To obtain a copy of Committee minutes:**

**[http://www.co.brown.wi.us/minutes\\_and\\_agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)**

**OR**

**Contact the Brown County Board Office or the County Clerk's Department**

**MINUTES**  
**BROWN COUNTY REVOLVING LOAN FUND COMMITTEE**  
**Wednesday, July 21, 2010**  
**Northern Building**  
**305 E. Walnut Street, Conference Room 391**  
**Green Bay, WI 54301**  
**9:00 a.m.**

**ROLL CALL:**

Robert Patrickus	<u>X</u>	(arrived at 10:00 a.m.)	Lynn VandenLangenberg	<u>X</u>
George Speaker, Chair	<u>X</u>		Ron Van Straten	<u>X</u>

**OTHERS PRESENT:** Chuck Lamine, John Luetscher, Fred Monique, Jessica Beckendorf, and Jeff Taylor.

**ORDER OF BUSINESS:**

1. Introduction of Fred Monique and Jessica Beckendorf of Advance as administrators of the Brown County Revolving Loan Fund Program.

C. Lamine introduced Fred Monique and Jessica Beckendorf of Advance as administrators of the Brown County Revolving Loan Fund Program. The committee welcomed them to the program.

2. Approval of the minutes of the July 20, 2009, meeting of the Brown County Revolving Loan Fund Committee.

A motion was made by L. VandenLangenberg, seconded by R. Van Straten, to approve the minutes as presented. Motion carried unanimously.

3. Pursuant to Wisconsin Statute 19.85(1)(e), the Brown County Revolving Loan Fund Committee will convene in Executive Session for the purpose of reviewing a loan request from Synchrotek, Inc.

At the completion of the closed session, the committee may reconvene in open session to report the results of the closed session.

A motion was made by L. VandenLangenberg, seconded by R. Van Straten, to convene in closed session pursuant to Wisconsin Statute 19.85(1)(e) for the purpose of reviewing a loan request from Synchrotek, Inc.

A motion was made by L. VandenLangenberg, seconded by R. Van Straten, to return to open session. Motion carried unanimously.

A motion was made by R. Van Straten, seconded by L. VandenLangenberg, to approve the loan request from Synchrotek, Inc. Motion carried unanimously. Terms of the loan to be as follows:

\$250,000 loan at 4% interest for five years with six months interest only payments. Loan security to be in the form of a secondary security interest filing on equipment and inventory of Synchrotek, Inc. and a personal guarantee from Jeff Taylor, President of Synchrotek, Inc.

4. Pursuant to Wisconsin Statute 19.85(1)(g), the Brown County Revolving Loan Fund Committee will convene in Executive Session to confer with legal counsel regarding possible litigation.

At the completion of the closed session, the committee may reconvene in open session to report the results of the closed session.

A motion was made by R. Patrickus, seconded by R. Van Straten, to convene in closed session pursuant to Wisconsin Statute 19.85(1)(g) to confer with legal counsel regarding possible litigation.

A motion was made by L. VandenLangenberg, seconded by R. Van Straten, to return to open session. Motion carried unanimously.

A motion was made by R. Van Straten, seconded by R. Patrickus, to have John Luetscher, Brown County Corporation Counsel, work with Planning staff and Advance staff in evaluating four loans that are not current with their loan payments and, if necessary, pursue legal notification and possible legal action.

5. Revolving Loan Fund Program loan portfolio status.

An update was provided regarding the Brown County Economic Development Revolving Loan Fund program loan portfolio.

6. Adjourn.

A motion was made by R. Patrickus, seconded by L. VandenLangenberg, to adjourn. Motion carried unanimously. The meeting adjourned at 10:45 a.m.



## PORT AND SOLID WASTE DEPARTMENT

*Brown County*

2561 SOUTH BROADWAY  
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

APPROVED 10.11.10

CHARLES J. LARSCHIED

PORT AND SOLID WASTE DIRECTOR

### **PROCEEDINGS OF THE BROWN COUNTY HARBOR COMMISSION**

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A meeting was held on Thursday, **SEPTEMBER 13, 2010**, 11:30am., at Holiday Inn – City Centre, Green Bay, WI. The meeting was officially called to order by President McKloskey.

#### Roll Call:

Present: President Neil McKloskey  
Vice-President Ron Antonneau  
Commissioner Tom Klimek  
Commissioner Bill Martens  
Commissioner John Gower (arrived at 11:40am)  
Commissioner John Hanitz  
Commissioner Bernie Erickson  
Commissioner Hank Wallace

Excused: Commissioner Craig Dickman

Also Present: Charles Larscheid, Brown County Port & Solid Waste  
Dean Haen, Brown County Port & Solid Waste  
Mark Walter, Brown County Port & Solid Waste  
Paul Lemens, ENCAP  
Chip McDonald, McDonald Lumber  
Angela Moore, McDonald Lumber

#### 3. Approval/Modification – Meeting Agenda

**A motion was made by John Hanitz and seconded by Neil McKloskey to approve the agenda. Unanimously approved.**

#### 4. Approval/Modification – July 19, 2010 Meeting Minutes

**A motion to approve the July 19, 2010 meeting minutes was made by Bernie Erickson and seconded by Hank Wallace. Unanimously approved.**

#### 5. ENCAP Beneficial Reuse of Dredge Material Project

- a. Project Overview, Paul Lemens, ENCAP
- b. Non-Disclosure Agreement – *Request for Approval*
- c. WDNR Solid Waste Management Plan

Manager Haen attended a UWGB-sponsored conference in spring where he began discussions with ENCAP regarding using Bayport dredge material as a renewable resource. Paul Lemens from ENCAP provided background information on the company, their partnerships, product concepts for a granulated soil to fertilizer spread and answered questions from the Commission. ENCAP will continue testing and studies on the reuse of dredge material and is hopeful to begin marketing of the product next spring.

Additional Bayport dredged material has been sent to ENCAP in order to perform a larger demonstration project. A Wisconsin Department of Natural Resources (WDNR) permit was necessary in order to remove a ton of material from Bayport. ENCAP is asking Brown County to sign a Non-Disclosure Agreement to protect their proprietary interests. Brown County Corporation Counsel has reviewed the Agreement and has incorporated some open records requirements into the Agreement. This Agreement will not affect the Port in regards to managing dredged material. If this project takes off, approximately 100,000 cubic yards per year could be taken out of Bayport. This project could prove to be a marketable resource and a valuable asset to the Port. Staff is recommending approval of the Non-Disclosure Agreement. ENCAP will perform a full chemical analysis on the finished product and expects a soft launch to take place locally next summer and then at the national hardware show the following year. ENCAP has filed for patent protection on this process. Staff noted that although the WDNR supports the project, solid waste management rules will prevail. Discussion ensued.

**A motion to approve the Non-Disclosure Agreement was made by Tom Klimek and seconded by John Gower. Unanimously approved.**

6. Flint Hills Resources, LLC Assignment of 1990 & 1996 dockwall leases to Flint Hills Resources Pine Bend, LLC  
Flint Hills Resources has requested approval to change their LLC from Flint Hills Resources to Flint Hills Resources Pine Bend. This is a typical assignment and similar to the one done recently changing the name from Koch Materials to Flint Hills Resources. The Assignment has been approved by Brown County Corporation Counsel.

**A motion to approve the dockwall lease was made by Bernie Erickson and seconded by Neil McKloskey. Unanimously approved.**

7. Polaris Industries FTZ 167 – Update  
Polaris Industries notified the Port in June 2010 that they will be closing their facility in Wisconsin within the next 18 to 24 months. Polaris is part of the Green Bay Foreign Trade Zone (FTZ) and pays Brown County \$1000 per month to use the FTZ. The Port's budget for 2012 will be affected, however, staff indicated that Marinette Marine, which was created in the fourth subzone six months ago, could hopefully make up that difference. In December, Marinette will be notified whether they will be awarded the Navy contract.

8. Tall Ship Festival Recap – Update  
Staff thanked Hank Wallace, John Gower, Tom Klimek, Bernie Erickson, and John Hanitz who volunteered at the Tall Ship Festival. Can coolers were distributed to the Commissioners. The event had an attendance of 50,000 with a total cost to the Port of \$4000. Staff was pleased with the success of the event

9. Cat Island Chain Restoration Project – Update  
The Dredge Material Management Plan (DMMP) has been approved by the U.S. Army Corps of Engineers (USACE) headquarters and should go out this week for a 30-day public comment period. Lt. Col. Michael Derosier, recently assumed command of the USACE – Detroit District, and will be in Green Bay on September 21<sup>st</sup> to discuss the Cat Island and Renard Island projects. The Port will need to have a Project Cooperative Agreement and Memorandum of Understanding negotiated. A copy of this was in the July Agenda Packet. Brown County Corporation Counsel is reviewing the documents along with staff in order to get the documents in proper form. At a news conference on Thursday, the Port was formally awarded the GLRI grants for Cat Island and Renard Island. In addition, the Port has filed with the NRDA through U.S. Fish & Wildlife for the \$800,000 amount held for Cat Island. The Wisconsin Department of Transportation has received their grant agreement and is similar to the Harbor Assistance Grants done by the Port in the past. Brown County has not received the grant agreements for the GLRI as of this date.

Staff is putting together a document for all concerned parties (Brown County Parks, Brown County Conservation Alliance & Wisconsin Department of Natural Resources) which outlines the easement. Approval is needed from all three parties. Once easements are received, then a Chapter 30 permit to allow crossing this piece of property will be needed from the State of Wisconsin. Within the next two weeks, the USACE will be in Green Bay to meet with the above-mentioned parties along with the Remedial Action Plan Work Group and Bio-Habitat to do a walk-through of the property. The Commission is invited to attend. The USACE has the Plans and Specifications about 50% completed.

10. Closure of Renard Island – Update

The USACE has applied for a Chapter 30 permit to build the causeway to Renard Island. The WDNR has completed their public comment period. Staff has a draft permit in hand, however, the details are still being worked on. One point of contention is that the WDNR is requesting 90 days for further analysis on some items. If that happens, the installation of the causeway to Renard Island by the USACE will not take place this year. The grant was just awarded so we are waiting to submit our grant agreement. A construction bid needs to be developed immediately and will be brought for approval to next month's meeting. This is a \$1.6M construction project.

11. Audit of Bills – Request for Approval

**A motion to approve the bills was made by Bill Martens and seconded by Ron Antonneau.** Unanimously approved.

12. Tonnage Report

Tonnage report was handed out at the meeting. Tonnage to date is equal to last year. In April tonnage was 120% higher than last year, May 70%, June 30%, July 10% and August was even. The Port, however, has not received all the shipments of salt for the year.

13. Director's Report

- The budget was passed in July. The 5% budget cuts that were part of the budget as requested were not accepted by the County Executive.
- Mark Walter, Facility Manager was introduced. This newly-created position will have 35% of its responsibilities as Port's activities. Mr. Walter previously held the position of Director at the Bay-Lake Planning Commission.
- Port of Green Bay Signage has been put on gas pump toppers as well as on the metro buses as part of the Harbor Prosperity PR campaign. Staff reported that a lot of positive feedback has been received. The Commission asked if this campaign extended into the Valley. Discussion ensued.

14. Such Other Matters as Authorized by Law

There were no other matters to discuss.

15. Adjourn

**A motion to adjourn was made by John Gower and seconded by Neil McKloskey.** Meeting adjourned at 1:00pm.

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Neil McKloskey, President  
Harbor Commission

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Charles Larscheid, Director  
Port & Solid Waste Department

**PROCEEDINGS OF THE BROWN COUNTY  
EMERGENCY MEDICAL SERVICES COUNCIL**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Emergency Medical Services (EMS) Council** was held on Wednesday, September 15, 2010 at the EOC, Brown County Jail, 3030 Curry Ln, Green Bay, WI

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**Present:**       **Voting Members:** Carole Andrews, Larry Ullmer, Don Riha  
**Excused:**      Cal Lintz, Robert Kisert, Tom Madigan, Terry Timmerman, Mark Wallace  
**Present:**       **Non-Voting Members:** Shelly Nackers, Renee Ruiz, Cullen Peltier  
                    Jennifer Gerdman, Ken Johnson, Al Klimek, Dawn Wolfcale.  
**Excused:**      Paul Casey, Joy Neville, Bonnie Parrot, Luke Pasterski, Eric Peterson,  
                    Chris Sorrells  
**Also Present:** Tim Nowak, Ann Peggs

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1.    Call Meeting to Order:  
      **The meeting was called to order by Chairman Larry Ullmer at 1:35 p.m.**  
      There was not a quorum present.  
  
      As there was not a quorum present, the list of voting members of the EMS council was discussed. A record of members had been supplied by the Executive's Office; however it was outdated. Medical Director Ken Johnson reported that there should be 11 voting members. These include a member of each of the seven services, two community-at-large members, and two County Board members. All other attendees would not have voting privileges.  
  
      Supervisor Andrews will present this matter to the Public Safety Committee in order to rectify this confusion.
2.    Approve/Modify Agenda:
3.    Approve/Modify Minutes of June 16, 2010:  
      Under item #7 of the June 16, 2010 minutes of the EMS Council 'STAK' should be 'STAC' and 'RTAK' should be 'RTAC'.
4.    End of Life Program Update:  
      Medical Director Johnson reported that they are still attempting communicate with the nursing homes regarding this matter; there are some additional issues to be worked through.
5.    Medical Director's Report:  
      Medical Director Johnson informed that they have completed licensure using a new electronic system. It was communicated that any services with individuals that had not successfully re-licensed due to complications with the state, the deadline will be December 31, 2010. Additional deadlines for overdue relicensing were discussed.
6.    Training and Standards Work Group:

Johnson reported that the Training and standards work group had met the morning of September 15, 2010. One of the challenges currently being faced is a shortage of medications.

He informed that they are currently looking into what to do in regard to the lack of these medications. He felt that future protocols should be written that spell out what to do in case of shortages such as these.

Something to consider in writing protocols would be the key agent in medications so that alternatives can be found should the drug become unavailable. With the tightening of the supply chain, Johnson said that he has seen a growing number of medication shortages. There are currently 8 medications that the hospital is having difficulty in obtaining.

Director Johnson stated that a protocol will also have to be written regarding Cardiocerebral Resuscitation. He hopes to begin the use of this procedure in November, but is waiting to hear what the American Heart Association reports on its use hopefully in October.

Larry Ullmer stated that although a procedure for Prehospital Hypothermia had previously approved and grouped with Cardiocerebral Resuscitation (CCR) as a process to begin; it was recommended that these two processes should have separate protocols and Prehospital Hypothermia addressed at the future date.

The Training and Standards Work Group did not discuss whether to discontinue the use of Lasix, but this will be addressed at their next meeting.

Johnson reported on agenda items that the group will cover in the coming months. They would like to see if they could decrease the number of some controlled substances that are being carried. This would cut down on the amount of reporting, locking and other procedures that must be carried out. One suggestion for the execution of this would be to not stock duplicate medications. Another agenda topic will be the reexamination of controlled substance policies from procurement to eliminations. Johnson stated that they will need to have the hospitals weigh in on this.

It was reported to the council that DEA guidelines regarding disposal of expired medications. It is now mandated that these must be destroyed through a licenses 'reverse distributor'. This service is available through some hospital facilities; however, there is a fee involved with this

7. Statewide Committees and Task Force – Reports:

Due to a lack of funding, the State Trauma Advisory Council did not meet in August. They have cut their number of meetings from 6 per year to 4 per year.

The State Trauma Coordinator Connie Rigdon, will be leaving the State Trauma Advisory Council. November 10, 2010 will be the next meeting of the Regional Trauma Advisory Council at Aurora Baycare at 5:00 p.m. This meeting will include elections and nominations for the Executive Council for next term. The current council will be completely replaced.

The Trauma Advisory Council has adequate funding for the remainder of the fiscal year as well as some grant money available for agencies and hospitals and educational opportunities.

8. Other Business:

The Request for Purchase (RFP) regarding the radio interoperability project will be going before the County Board September 15, 2010. Information will be posted online regarding bid submission. Shelly Nackers, Interim Public Safety Communications Director, stated that all Communication Centers must operate on VHF systems by January 1, 2012.

Hospital facilities will eventually be required to use the new equipment as well. A contact for each of the facilities has been found and forwarded to Communications Specialist John Lampkin. He will be in contact with them regarding the change. It was commented that the hospitals' current systems will still be able to transmit, but will be in violation of FCC guidelines.

Nackers will be sending out an email communication when the change over to the new radio system is underway. The switch will take about 12 hours. It will go from 2 a.m. to 2 p.m. During this time everything will be tracked manually.

Cullen Peltier gave an overview of the resources available in the Emergency Operations Center (EOC) at the Public Safety Communications Center, where the meeting was held. Most of the equipment was grant funded. He listed additional equipment that will be added to this part of the facility.

The subject of flu immunizations for staff was discussed. Director Johnson stated that if there was interest from the agencies if doing this, state protocols should be looked at very soon. The feasibility of EMTs administering the shot to employees and aiding the Health Department in administering it to the public was discussed

9. Public Comment and Such Other Matters as Authorized by Law: None

10. Next Meeting – October 20, 2010 – 1:30 p.m. – Ashwaubenon Public Safety.

**Meeting ended at 2:33 p.m.**

Respectfully submitted,

Anna R. Meert  
Recording Secretary

PROCEEDINGS OF THE BROWN COUNTY DRUG ENFORCEMENT  
AND CRIME OVERSIGHT BOARD OF DIRECTORS

A meeting of the BROWN COUNTY DRUG ENFORCEMENT AND CRIME OVERSIGHT BOARD OF DIRECTORS was held Tuesday, October 12th, 2010 at 10 A.M. at the Green Bay Police Department.

PRESENT: Chief Deputy Gossage and Captain Sanborn

ALSO PRESENT: Dave Poteat, John Laux, Jenny DuBois, Debbie Cashman, Chief Arts, Chief Dunning, Chief Beiderwieden, Chief Dunford

The meeting was called to order at 10:02 a.m. by Captain Sanborn.

A motion was made and approved to accept the July minutes.

Lt. Dave Poteat gave the Director's Report for the third quarter of 2010.

A motion was made and approved to accept the Director's report.

Old Business:

10-20-10 County Board meeting to vote on S & L property.

Vehicle expenditures continued into New Business.

New Business:

It was discussed that one GBPD agent position may be eliminated.

The Drug Task Force will provide an update to the County Board every six months on the progress of the Drug Diversion position.

Drug Task Force currently maintains approximately 20 vehicles utilized by Narcotics Agents and Confidential Informants. These vehicles are housed in the municipal lot and North Quincy Street lot. Five to six of these vehicles have very high mileage and the DTF can obtain a better trade on them after January 2011.

All DTF state vehicle seizures must contribute ½ of the cash value of the vehicle to the State School Funds. Brown County Drug Task Force is one of the state's greatest task forces who contribute towards these funds.

Two motions were made and accepted to accept the increase of the budgeted amount for vehicles from asset forfeiture – an increase to \$60,000.00 from \$30,000.00 for 2011.

A motion was made by Captain Sanborn to adjourn the meeting at 10:19 a.m.

Respectfully submitted, Recording Secretary

Jenny Dubois